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63-5223
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MEMORANDUM FOR: Deputy Comptroller

SUBJECT : Class A Accounting Procedure for Shortages in Field Installations

REFERENCE : Memorandum to Chief, Technical Accounting Staff, from Deputy Comptroller, dated 15 February 1963, same subject

1. Reference cites the vulnerability of present Agency procedures relating to clearance of Agency personnel without due consideration of possible pecuniary liability for shortages in funds for which they had been accountable.

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2. It is proposed that [REDACTED] provide for transmittal to Headquarters with the first monthly financial report which reflects a cash shortage of two copies of the official report on such shortage. One copy would be furnished to the Operations and Liaison Branch, Finance Division, as a basis for the establishment of a list of individuals who may possibly be held pecuniarily liable for shortages. Clearance procedures observed by the O&L Branch would involve a review of this listing. Finance Division would be advised by the Comptroller of final action taken on each shortage case so that the case could be deleted from the listing of shortage cases used in the clearance process.

3. It is also proposed that one copy of the official report on the shortage would be furnished to the Comptroller for his advance information of a shortage on which a formal report and recommendation may be expected in due course from the Area Division having jurisdiction.

4. Your concurrence in the proposals in paragraphs 2, and 3, above, is requested.

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JUST	22	NEXT REV	2011
		AUTH	MR 70-2

[REDACTED]

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Chief, Technical Accounting Staff

CONCUR:

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/s/ [REDACTED]

Chief, Finance Division

12 APR 1963

Date

APPROVE:

Deputy Comptroller

Approved For Release 2001/07/30 : CIA-RDP78-05548A000100050018-6

4/18/63

Orig. ret'd to C/Finance

GROUP 1
Excluded from automatic
downgrading and
declassification